

# VILLAGE OF INNSBROOK BOARD OF TRUSTEES MEETING MINUTES

Innsbrook Village Hall  
1835 Highway F, Innsbrook, MO 63390  
Tuesday, July 12, 2022, 5:00 PM

## AGENDA

- 1) CALL TO ORDER
- 2) OPENING CEREMONY
  - a. Pledge of Allegiance
- 3) ROLL CALL
- 4) ADOPTION OF AGENDA
- 5) PUBLIC HEARING
  - a. Annexation & Rezone Petition - Innsbrook Corporation; 34.03 Acres
- 6) PUBLIC COMMENTS/GUEST SPEAKERS/PRESENTATIONS
- 7) APPROVAL OF MINUTES:
  - a. Regular Meeting: June 14, 2022
  - b. Special Meeting: June 24, 2022
- 8) CHAIRMAN'S REPORT/APPOINTMENTS
- 9) DEPARTMENT/COMMITTEE REPORTS:
  - a. Financial Reports - June 2022
    - i. Bills of The Month
  - b. Administrator's Report
    - i. Second Quarter Building Permit Report
  - c. Planning & Zoning Commission
- 10) UNFINISHED BUSINESS:
  - a. Village Administration Building
    - i. Environmental Review [Boonslick Regional Planning Commission]
    - ii. Conceptual Design/Architect Report [Cochran]
    - iii. Loan Proposal/Application [USDA Rural Development]
- 11) NEW BUSINESS:
  - a. **BILL NO. 311 - AN ORDINANCE ANNEXING CERTAIN ADJACENT TERRITORY INTO THE VILLAGE OF INNSBROOK, MISSOURI**
  - b. **BILL NO. 312 - AN ORDINANCE PROVIDING FOR A CHANGE IN ZONING CLASSIFICATION OF 2.00 ACRES OF LAND FROM "AFM" AGRICULTURAL FOREST MANAGEMENT DISTRICT TO "C-H" COMMERCIAL HIGHWAY BUSINESS DISTRICT AND AUTHORIZING A CHANGE IN THE ZONING MAP FOR THE VILLAGE OF INNSBROOK, MISSOURI**
  - c. **BILL NO. 318 - AN ORDINANCE ANNEXING CERTAIN ADJACENT TERRITORY INTO THE VILLAGE OF INNSBROOK, MISSOURI [First Reading]**
  - d. **BILL NO. 319 - AN ORDINANCE PROVIDING FOR A CHANGE IN ZONING CLASSIFICATION OF 34.03 ACRES OF LAND FROM "AFM" AGRICULTURAL FOREST MANAGEMENT DISTRICT TO "PRD" PLANNED RESIDENTIAL DEVELOPMENT DISTRICT AND AUTHORIZING A CHANGE IN THE ZONING MAP FOR THE VILLAGE OF INNSBROOK, MISSOURI [First Reading]**
  - e. **RESOLUTION NO. 2022-8 - RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF INNSBROOK, MISSOURI, AUTHORIZING THE CHAIRMAN OF THE BOARD OF TRUSTEES TO ENTER INTO AN AGREEMENT FOR WORKERS COMPENSATION COVERAGE FOR THE VILLAGE OF INNSBROOK**
- 12) BOARD OF TRUSTEE ANNOUNCEMENTS
- 13) OPEN FORUM
- 13) ADJOURNMENT

### Unfinished Business/ Hold Items

- BHS/Zykan Landfill Area
  - Dry Hydrants
  - Village Cemetery
  - Broadband Infrastructure
- (Next quarterly report Sept. 2022)

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MINUTES

The Tuesday, July 12, 2022 regular meeting of the Village of Innsbrook Board of Trustees was held in person as well as Zoom Video Conference, and called to order at 5:01 PM (CST) with Chairman Thomsen presiding. Chairman Thomsen led the Pledge of Allegiance.

Upon roll call, Trustees Dan Reuter, Ted Sator, Jeff Thomsen and Donna West were present in person. Trustee Trish Dunn was absent. Others in attendance in person included Village Administrator/Clerk - Carla Ayala, and Keith Thompson - Innsbrook Corporation. Due to the COVID-19 Pandemic, all other visitors attended this meeting via videoconference. Those attendees included Village Attorney - Nathan Bruns, Kathy Caton, Mike Bohm, Tracy Sator, and Pat Reuter.

**APPROVAL OF AGENDA**

Motioned by Trustee Reuter, seconded by Trustee West, to approve the agenda. All Trustees present voted "Yea". Motion passed and approved with a 4 "Yea", 0 "Nay", 0 Abstain vote.

**PUBLIC HEARING**

- a. Annexation & Rezone Petition; Innsbrook Corporation; 34.03 Acres - Chairman Thomsen opened the public hearing at 5:03 pm. With no public comments written or verbal, motioned by Trustee Sator, seconded by Trustee West, to close hearing. All Trustees present voted "Yea". Motion passed and approved with a 4 "Yea", 0 "Nay", 0 Abstain vote. Chairman Thomsen closed the public hearing at 5:04 pm.

**PUBLIC COMMENTS**

Keith Thomson informed the Board of Trustees that Flynn recently tested the well pump at the new Village property. Test pumped well open discharge @ 7 gallons per minute. pulling good amps, no short, good Ohms. Discussion was held regarding old cemetery access for cleanup of the cemetery.

**APPROVAL OF MINUTES**

Trustee Reuter questioned Nathan Bruns attendance during the June 14 meeting. It was clarified that Nathan was in attendance at the beginning, but had to leave the meeting early to attend another obligation. Motioned by Trustee Sator, seconded by Trustee Reuter to approve the June 14, 2022 regular session meeting minutes. All Trustees present voted "Yea", motion passed and approved with a 4 "Yea", 0 "Nay", 0 Abstain vote. Trustee West requested a correction be made to the June 24 minutes. On the vote to enact Bill No. 317, change "Trustee West - Abstain" to "Trustee West - Absent". Motioned by Trustee Sator, seconded by Trustee West to approve the June 24, 2022 special meeting minutes with proposed correction made. All Trustees present voted "Yea", motion passed and approved with a 4 "Yea", 0 "Nay", 0 Abstain vote.

**CHAIRMAN'S REPORT/APPOINTMENTS**

Chairman Thomsen had a good visit with Trish Dunn, her spirits are high. Trish Dunn tendered her resignation as of July 11, 2022. The Trustees discussed placing advertisements for the vacancy in the Village Explorer and Warren County Record, also place notice on the Village website and post at Village Hall. Deadline to submit applications was set for Friday, September 9, 2022.

**DEPARTMENT REPORTS**

- a. Financial Report - The June 2022 financial reports and the bills of the month were distributed and viewed by all Trustees in attendance. Motioned by Trustee Reuter, seconded by Trustee Sator to approve the financial report and pay all the bills of the month. All Trustees present voted "Yea". Motion passed and approved with a 4 "Yea", 0 "Nay". 0 Abstain vote.
- b. Administrator's Report - Village Administrator/Clerk, presented a report to the Trustees.

- i. Second Quarter Building Permit Report - 30 building permits were issued for the second quarter of 2022, broken down as follows: 13 new construction, 7 storage buildings, 1 remodel, 4 additions and 5 docks/decks. A total of 63 permits to date for the 2022 year.
- c. Planning and Zoning Commission - The Commission held a meeting on July 06, 2022. The Planning and Zoning Commission recommend approval to the Board of Trustees of Bill 318 with a 5 "Yea", 0 "Nay", 0 Abstain vote and Bill 319 with a 5 "Yea", 0 "Nay", 0 Abstain vote.

UNFINISHED BUSINESS:

- a. Village Administration Building
  - i. Environmental Review [Boonslick Regional Planning Commission] - Nothing was discussed.
  - ii. Conceptual Design [Cochran] - Nothing was discussed.
  - iii. Loan Proposal/Application [USDA Rural Development] - Nothing was discussed.

NEW BUSINESS:

- a. BILL NO. 311 - AN ORDINANCE ANNEXING CERTAIN ADJACENT TERRITORY INTO THE VILLAGE OF INNSBROOK, MISSOURI. - Tracy Sator spoke to the Board of Trustees about the site and special use permit. The Department of Agriculture would be the regulating authority of the animal shelter. Motioned by Trustee Reuter, seconded by Trustee Sator to hold the second reading of Bill No. 311 by title only. All Trustees present voted "Yea". Motion passed and approved with a 4 "Yea", 0 "Nay", 0 Abstain vote. Chairman Thomsen read Bill No. 311 a second time by title only. Chairman Thomsen offered discussion on Bill No. 311. There were no public comments received by the Village and no discussion was held. Motioned by Trustee Sator, seconded by Trustee West to vote to enact Bill No. 311 as an Ordinance of the Village. By roll call vote, Trustee Dunn - Absent, Trustee Reuter - "Yea", Trustee Sator - "Yea", Trustee Thomsen - "Yea", Trustee West - "Yea". With a 4 "Yea", 0 "Nay", 0 Abstain vote, Bill No. 311 is enacted as Ordinance No. 312 of the Village of Innsbrook, Missouri.
- b. BILL NO. 312 - AN ORDINANCE PROVIDING FOR A CHANGE IN ZONING CLASSIFICATION OF 2.00 ACRES OF LAND FROM "AFM" AGRICULTURAL FOREST MANAGEMENT DISTRICT TO "C-H" COMMERCIAL HIGHWAY BUSINESS DISTRICT AND AUTHORIZING A CHANGE IN THE ZONING MAP FOR THE VILLAGE OF INNSBROOK, MISSOURI. - Motioned by Trustee Sator, seconded by Trustee Reuter to hold the second reading of Bill No. 312 by title only. All Trustees present voted "Yea". Motion passed and approved with a 4 "Yea", 0 "Nay", 0 Abstain vote. Chairman Thomsen read Bill No. 312 a second time by title only. Chairman Thomsen offered discussion on Bill No. 312. There were no public comments received by the Village and no discussion was held. Motioned by Trustee Sator, seconded by Trustee West to vote to enact Bill No. 312 as an Ordinance of the Village. By roll call vote, Trustee Dunn - Absent, Trustee Reuter - "Yea", Trustee Sator - "Yea", Trustee Thomsen - "Yea", Trustee West - "Yea". With a 4 "Yea", 0 "Nay", 0 Abstain vote, Bill No. 312 is enacted as Ordinance No. 313 of the Village of Innsbrook, Missouri.
- c. BILL NO. 318 - AN ORDINANCE ANNEXING CERTAIN ADJACENT TERRITORY INTO THE VILLAGE OF INNSBROOK, MISSOURI. - Keith Thompson stated that more or less than twenty tree-house concept homes will be built in this area. This area will loop around under Alpine and encompass plat 110. Access will not come from Cox Road, only through the Tyrol entrance. Water and Sewer system has been designed by Cochran to submit to the DNR for approval. Motioned by Trustee Reuter, seconded by Trustee Sator to hold the first reading of Bill No. 318 by title only. All Trustees present voted "Yea". Motion passed and approved with a 4 "Yea", 0 "Nay", 0 Abstain vote. Chairman Thomsen read Bill No. 318 the first time by title only. The second reading and vote to approve/deny will be held during the August 9, 2022 regular scheduled Board of Trustees meeting.
- d. BILL NO. 319 - AN ORDINANCE PROVIDING FOR A CHANGE IN ZONING CLASSIFICATION OF 34.03 ACRES OF LAND FROM "AFM" AGRICULTURAL FOREST MANAGEMENT DISTRICT TO "PRD" PLANNED RESIDENTIAL DEVELOPMENT DISTRICT AND AUTHORIZING A CHANGE IN THE ZONING MAP FOR THE VILLAGE OF INNSBROOK, MISSOURI. Motioned by Trustee Sator, seconded by Trustee Reuter to hold the first reading of Bill No. 319 by title only. All Trustees present voted "Yea". Motion passed and approved with a 4 "Yea", 0 "Nay", 0 Abstain vote. Chairman Thomsen read Bill No.

319 the first time by title only. The second reading and vote to approve/deny will be held during the August 9, 2022 regular scheduled Board of Trustees meeting.

- e. RESOLUTION NO. 2022-8 - RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF INNSBROOK, MISSOURI, AUTHORIZING THE CHAIRMAN OF THE BOARD OF TRUSTEES TO ENTER INTO AN AGREEMENT FOR WORKERS COMPENSATION COVERAGE FOR THE VILLAGE OF INNSBROOK. Chairman Thomsen read Resolution No. 2022-8 by title only. Chairman Thomsen offered discussion on Resolution No. 2022-8. Trustee Reuter questioned the policy dates of August 1, 2022 to August 1, 2023, it was stated that the dates are set by the policyholder. This year's rate is \$125 less compared to last year. There were no public comments received by the Village. Motioned by Trustee Reuter, seconded by Trustee Sator to vote to enact Resolution No. 2022-8. By roll call vote, Trustee Dunn - Absent, Trustee Reuter - "Yea", Trustee Sator - "Yea", Trustee Thomsen - "Yea", Trustee West - "Yea". With a 4 "Yea", 0 "Nay", 0 Abstain vote, Resolution No. 2022-8 is enacted as a Resolution of the Village of Innsbrook, Missouri.

BOARD OF TRUSTEES COMMENTS

Trustee Reuter spoke with Gavin Bryant, the head of Innsbrook Security. He would like to attend one of our meetings. Three people have spoken to Trustee Reuter about short-term rental property complaints. Trustee Reuter requested that paper packets be printed out for the Trustees instead of electronic. Village Administrator/Clerk Carla Ayala stated that if anyone needs paper packets printed out, to please let her know and this can be done for meeting night.

Trustee Sator wanted to give a shout out to the 100+ Women of Innsbrook Group and the Innsbrook Community for raising \$12,000 for Warren County Literacy.

Trustee West stated that Chairman Thomsen and she attended the Boonslick Regional meeting, the networking was great, and would like to look into grants and other resources for the Village in the future. Trustee West stated that the Summer Breeze concerts have been much quieter this year. Wanted to give a shout out to Innsbrook Corporation for controlling this, much appreciated. Trustee West questioned if the new coffee shop is open, to which it was stated that the Market Cafe is now open for business.

OPEN FORUM

There was nothing discussed.

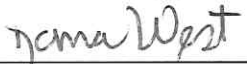
VOTE TO ADJOURN

Motioned by Trustee Sator, seconded by Trustee West, to adjourn the regular meeting. All Trustees present voted "Yea". Motion passed and approved with a 4 "Yea", 0 "Nay", 0 Abstain vote. Meeting adjourned at 6:22 PM.

I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Tuesday, July 12, 2022.

Carla Ayala, Village Administrator/Clerk

Date Minutes Approved: 8-9-22

  
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Donna West,  
Village Board Clerk

  
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Attest: Carla Ayala,  
Village Administrator/Clerk

(seal)

